

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE S		PAGE OF PAGES 1 37	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 14-Feb-2006		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY DEFENSE SECURITY COOPERATION AGENCY-CON MS TOYE Y LATIMORE 201 12TH STREET SOUTH SUITE 203 ARLINGTON VA 22202-5408		CODE HQ0013		7. ADMINISTERED BY (If other than item 6) See Item 6			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				X		9A. AMENDMENT OF SOLICITATION NO. HQ0013-06-R-0003	
				X		9B. DATED (SEE ITEM 11) 27-Jan-2006	
						10A. MOD. OF CONTRACT/ORDER NO.	
						10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>2</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) This solicitation is amended to respond to questions received from industry and to extend proposal submission to February 21, 2006 at 0900 A.M. All other terms and conditions remain unchanged.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				TEL: _____ EMAIL: _____			
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 14-Feb-2006	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

The following items are applicable to this modification:

REVISED PBWS

REVISED PERFORMANCE BASED WORK STATEMENT
FOR
A Review of the Defense and Military Reforms of the Republic of Albania
in the Run Up to Consideration for NATO Membership

Contract Type: Firm-Fixed Price

Date: 14 February 2006

INTRODUCTION

1.1 ORGANIZATION

The Defense Security Cooperation Agency (DSCA), Directorate of Business Operations, Washington, DC.

1.1.1 MISSION

DSCA is responsible for coordinating and overseeing the Department of Defense (DoD) Security Cooperation (SC) program. The Department of Defense (DoD) utilizes the SC program to create trust and influence, while promoting access and interoperability vital to US national security. Foreign Military Sales (FMS) is one component. Additional components of SC include the International Military and Education Training (IMET) program, the Foreign Military Funding (FMF) program, and the Excess Defense Articles (EDA) program and the War Saw Initiative Fund (WIF).

1.2 OBJECTIVES AND BACKGROUND

1.2.1 OBJECTIVES

The objectives of the Albania Defense Review will be to:

- Develop a time-phased, resource constrained plan to guide and facilitate the continued transformation from a primarily defensive based military to a Western model military – especially in the areas of national defense strategies, force structures, personnel systems, equipment acquisition, and infrastructure. This will include recommendations for immediate short term goals – the fulfillment of which will position Albania in a better position for a successful NATO membership bid;
- Evaluate current defense reform efforts to date and provide a detailed program review of the link between external defense reform assistance and internal defense reform competencies.
- Assess the Albanian Defense Force's ability to secure their air, land and sea territories, and to prevent, deter, and defend against transit of WMD, conventional weapons, and terrorists via land, air, and sea;
- Continue the development of forces interoperable with NATO and able to participate in NATO operations, including recommending niche capabilities that the Albanian Armed Forces can develop to improve interoperability with NATO operations and future peacekeeping operations; and

- Review current U.S. resources and programs that are used to ensure security cooperation is aligned with USG priorities and recommend alterations in the current security cooperation program.

BACKGROUND

The Office of the Assistant Secretary of Defense for International Security Policy (ISP) is the integrator for all aspects of defense policy and bilateral security relations between the United States and the Republic of Albania including the defense assessment process.

The Defense Assessment will assist OSD in conducting bilateral relations with the Republic of Albania's Ministry of Defense. The objective of the assessment is to review the existing defense structures, capabilities, and recent reforms and provide an assessment of the Albania's Ministry of Defense progress toward achieving defense reform. The Defense Assessment will provide a thorough review of all available information and serve as a blueprint for OSD to support and coordinate the continuing Republic of Albania defense reform efforts. The report will be used by OSD to provide and program guidance to the Commander-in-Chief, U.S. European Command, the Joint Staff, the Defense Security Cooperation Agency, and the Services. The Defense Assessment will also assist in formulating, assessing, and negotiating policy positions within the multinational European forum where DOD is represented.

1.2.2

The contractor will develop an implementation plan to guide and facilitate the continued transformation from a primarily defense based military to Western model force structures, personnel systems, equipment acquisition, and infrastructure. The contractor shall provide recommendations for immediate short-term goals. The contractor shall assess the Albanian Defense Force's capabilities to secure their air, land, and sea territories, to prevent, deter, and defend against transit of Weapons of Mass Destruction (WMD), conventional weapons, and terrorists via land, air, and sea

1.2.3

The contractor shall evaluate defense reform efforts to date and provide a detailed program review of the link between external defense reform assistance and internal defense reform competencies. The contractor shall provide a plan to continue the development of forces interoperable with NATO and provide an assessment of Albania's ability to participate in NATO operations, including recommending niche capabilities that the Albanian Armed Forces can develop to improve interoperability with NATO operations and future peacekeeping operations. The contractor shall review current U.S. resources and programs that are used to ensure security cooperation is aligned with USG priorities and recommend alterations in the current security cooperation program.

1.2.4

The Contractor will report and deliver an "A Review of the Defense and Military Reforms of the Republic of Albania" focusing on recommendations and the development of an implementation plan. The Contractor will also travel with an OSD/EUCOM team, including military subject matter experts. The contractor and country team will visit Albanian Armed Forces commands and evaluate: operational readiness, personnel staffing, and determine defense reforms efforts at all levels of command. The contractor shall participate and conduct a significant number of meetings with the country team, the Albanian General Staff the Albanian Ministry of Defense, and the U.S. military team members. The contractor and country team will also visit specific units of the Albanian Armed Forces visited for assessment purposes.

1.2.5

The contractor and country team shall conduct a detailed analysis of the overall requirements of the Albania Armed Forces, to include planned programs of military reform and force modernization. The contractor and country team shall provide a detailed country report containing the results, reflecting updated requirements for the defense establishment and identifying strengths and deficiencies in current force modernization and defense reform plans. This report will also establish clear recommendations for improvements to current defense plans. Recommendations will be validated with national authorities as well as with OSD, the Joint Staff, EUCOM, and the country team. The report will include development of an updated implementation plan. The plan will be tailored to contain all the critical information regarding what is to be improved, how, and who should be responsible. The implementation plan will be developed to address the previously presented recommendations in a time-phased, incremental, prioritized manner that offers the optimum chance for successful and integrated execution.

1.3 CONTRACT PERFORMANCE

Work is to be accomplished for the government under the contract oversight of DSCA Contracting Officer's Representative (COR). Certification by the Government of satisfactory services provided is contingent upon the contractor performing in accordance with the terms and conditions of this contract, the PBWS, and all subsequent modifications and amendments. The DSCA COR, the Contracting Officer or Contract Specialist, and the Contractor Representative(s) may meet to review performance and inspect work product.

1.4 CONTRACT TYPE

The work performed under this contract will be Firm-Fixed Price.

2.0 TECHNICAL REQUIREMENTS

2.1 SCOPE OF WORK

This statement of work consists of multiple tasks within one objective.

Performance Objective 1:

The contractor will provide a monthly progress, status and management reports that shall include a brief summary of all tasks accomplished, work planned for the next month, problems encountered, number of hours worked, and a final report briefing. The study duration is anticipated to cover the period from date of contract award plus six months. A time line of significant milestones follows (*Approximate Dates*):

Performance Standard: In accordance with the timeframe of each deliverable below

Performance Measure: 100%

- Within one week of the start of work: Contractor completes review of existing assessments of the Albanian defense structure and background materials of on going bilateral and NATO defense assistance programs in Albania. The contractor will outline requirements for information for EUCOM. The contractor receives the 2000 Defense Assessment of Albania. (Task #2)
- Within four weeks of start of work: The contractor completes draft of assessment phase report and provides it to OSD one week prior to the in-country review and edit meeting with Albanian officials. (Task #3)
- Within two months of start of work: The project team travels to Albania with an OSD/EUCOM team to conduct initial and preliminary consultations. Project team will remain for a further two weeks for more detailed "on-the-ground" analysis. (Task #4)

- Within three months of start of work: The contractor completes draft of recommendations and reform phase of report and provides to OSD four weeks prior to in-country review and edit meeting with Albanian officials. (Task #5)
- Within four months of start of work: The contractor will travel to Albania with the OSD/EUCOM team to the review and edit meeting with Albanian officials. The contractor will complete revisions to recommendations and reform plan phase of the report. (Task #6)
- Within four-and-one-half months of contract award: The contractor will complete the final report and deliver it to DSCA and OSD. (Task #7)

2.1.2 KNOWN DELIVERABLES TO MEET THE OBJECTIVE

Performance Objective 2: The major deliverables are the in-country visits, the draft report and the final report. Specific deliverables include, but are not limited to:

Performance Standard: In accordance with the delivery schedule

Performance Measure: 100%

INFRASTRUCTURE AND SUSTAINMENT TECHNICAL DELIVERABLES	
Title	Delivery Date/Description
Progress Report	Monthly
Draft assessment phase report	Within four weeks
In-Country Visit/Meetings/Assessment	Within Two Months
Draft of Recommendations Report	Within Three Months
Review/Edit Meeting in Albania	Within Four Months
Final Report	Within four and one-half months

2.2 CRITERIA FOR ACCEPTANCE

The contractor shall develop all deliverables outlined in section 2 of this PBWS, or unless otherwise approved in writing by the government.

2.3 SCHEDULE

All deliverables are government property. All deliverables must be approved, in writing by the government. The government will have 15 days to review and provide comments to the contractor on all reports and deliverables.

2.4 KEY PERSONNEL

The contractor must provide resumes of all proposed personnel in response to this performance based work statement and all subsequent contract modifications. The resumes must identify all proposed personnel and their proposed role in the execution of this PBWS. The contractor must identify those proposed individuals key to the success of this PBWS. Once identified as such, key personnel may not be removed from this project without written acknowledgement/consent from the DSCA COR and OSD/ISP/Eurasia and DSCA COR and Contracting Officer.

2.5 MATERIALS

Materials are to be provided by the contractor when essential to the performance and noted in this SOW and specifically approved by the DSCA COR, not to exceed the ceiling price identified. The contractor in the monthly status report shall document the transfer of materials. The contractor must furnish the DSCA Contracting Officer

and the DSCA COR copies of such documents monthly, through e-mail, express mail, or fax. The contractor is responsible to maintain an electronic library of all deliverables provided to the government.

3.0 GOVERNMENT FURNISHED RESOURCES

3.1 GENERAL

The contractor must specifically identify in all task proposals the type, amount, and time frames for any government resources, excluding those listed below.

3.1.1 FACILITIES, SUPPLIES, AND SERVICES

The government may provide, when available or required, access to desks, telephones, and reproduction facilities necessary to schedule and coordinate related sessions, meetings, training, or to obtain and validate data, or general project coordination. Any and all deliverables become the property of the United States Government.

4.0 ADMINISTRATIVE CONSIDERATIONS

4.1 POINTS OF CONTACT

4.1.1 DSCA CONTRACTING OFFICER'S REPRESENTATIVE

Del Woods (703) 601-3726
DSCA-OPS-EAF
201 12th Street, South, Suite 203
Arlington, Virginia 22202-4306
703-604-3830, Fax: 703-604-6539

4.1.2 DSCA CONTRACT SPECIALIST

DSCA/DBO-DC
Attn: Toye Latimore
201 12th Street South, Suite 203
Arlington, VA 22202-4306
703-604-0893, Fax 703-604-6536

4.1.3 DSCA CONTRACTING OFFICER

Toye Latimore
DSCA/DBO-DC
201 12th Street, South, Suite 203
Arlington, VA 22202-4306
703-601-3848, Fax 703-604-6536

5.0

Quality Assurance Surveillance Plan (QASP)

WIF Professional Management Services Multi-award Contract

5.1. PURPOSE

This Quality Assurance Surveillance Plan (QASP) is a Government developed and applied document used to ensure systematic quality assurance methods are used in the administration of this Performance Based Service Contract (PBSC). It incorporates basic standards into the contract and in subsequent task orders issued there under. The intent is to ensure that the Contractor performs in

accordance with performance metrics set forth in the contract documents, that the Government receives the quality of services called for in the contract, and that the Government only pays for the acceptable level of services received.

5.2 AUTHORITY

Authority for issuance of this QASP is provided under Contract Section E – Inspection and Acceptance, which provides for inspections and acceptance of the articles, services, and documentation called for in task orders to be accomplished by the Contracting Officer or COR.

5.3 SCOPE

To fully understand the roles and the responsibilities of the parties, it is important to first define the distinction in terminology between the Quality *Control* Plan and the Quality Assurance Surveillance Plan. The Contractor, and not the Government, is responsible for management and quality control actions necessary to meet the quality standards set forth by the contract and follow-on task orders. The Contractor develops and submits his Quality Control Plan (QCP) for Government approval in compliance with his contract deliverables. Once accepted, the Contractor then uses the QCP to guide and to rigorously document the implementation of the required management and quality control actions to achieve the specified results. The QASP is put in place to provide Government surveillance of the Contractor's quality control efforts to *assure* that they are timely, effective and deliver results specified in the contract or task order. The QASP is not a part of the contract nor is it intended to duplicate the Contractor's QCP. The Government may provide the Contractor an information copy of the QASP as an Attachment to the solicitation to support the Contractor's efforts in developing a QCP that will interrelate with the Government's QASP.

5.4 GOVERNMENT RESOURCES

The following definitions for Government resources are applicable to this Plan:

Contracting Officer - A person duly appointed with the authority to enter into, administer, or terminate contracts and make related determinations and findings on behalf of the Government.

Project Officer - An individual designated in writing by the Contracting Officer to act as his authorized representative to assist in administering a contract. The source and authority for a Project Officer is the Contracting Officer. Project Officer limitations are contained in the written letter of designation.

5.5 RESPONSIBILITIES

The Government resources shall have responsibilities for the implementation of this QASP as follows:

Contracting Officer – The Contracting Officer ensures performance of all necessary actions for effective contracting, ensures compliance with the terms of the contract and safeguards the interests of the United States in the contractual relationship. It is the Contracting Officer that assures the Contractor receives impartial, fair, and equitable treatment under the contract. The Contracting Officer is ultimately responsible for the final determination of the adequacy of the Contractor's performance.

Project Officer - The Project Officer is responsible for technical administration of the project and assures proper Government surveillance of the Contractor's performance. The Project Officer is not empowered to make any contractual commitments or to

authorize any contractual changes on the Government's behalf. Any changes that the Contractor deems may affect contract, price, terms, or conditions shall be referred to the Contracting Officer for action.

Contracting Officer Representative (COR)

The COR provides detailed technical oversight of the Contractor's performance and reports his or her findings to the Project Officer in a timely, complete and impartial fashion to support the Project Officer's technical administration activities. While the Technical Monitor may serve as a direct conduit to provide Government guidance and feedback to the Contractor on technical matters, he or she is not empowered to make any contractual commitments or to authorize any contractual changes on the Government's behalf. Any changes that the Contractor deems may affect contract, price, terms, or conditions shall be referred to the Contracting Officer for action.

5.6 METHODS OF QA SURVEILLANCE

The below listed methods of surveillance shall be used in the administration of this QASP. In addition to specific instructions that may be mentioned, the appropriate and standardized form that is to be used for documentation of QA surveillance is the Surveillance Activity Checklist, included as Attachment A.

Customer Feedback – Customer feedback may be obtained either from the results of formal customer satisfaction surveys or from random customer complaints. Customer complaints, to be considered valid, must set forth clearly and in writing the detailed nature of the complaint, must be signed and must be forwarded to the Project Officer. The Project Officer shall maintain a summary log of all formally received customer complaints as well as a copy of each complaint in a documentation file. The Project Officer shall also keep the tabulated results of all customer satisfaction surveys on file and shall enter the summary results into the Surveillance Activity Checklist.

100% Inspection - This level of inspection shall be accomplished by automated monitoring and documentation features built into the utilized Help Desk software package. Each month, the Project Officer, or if so designated the appropriate Technical Monitor, shall review the generated documentation and enter summary results into the

Surveillance Activity Checklist.

Periodic Inspection - Periodic inspections shall be conducted if and when specified in individual task orders. For the potential tasks that have been identified so far and included in this QASP, the appropriate Technical Monitor typically performs the periodic inspection on a monthly basis.

Random Monitoring - Random monitoring shall be conducted if and when specified in individual task orders. For the potential tasks that have been identified so far and included in this QASP, the random monitoring shall be performed by the Project Officer or by the appropriate designated Technical Monitor.

5.7. IDENTIFIED QA SURVEILLANCE TASKS

The following items are identified within the WIF Professional Management Services contract Work Statement to be applicable and will be monitored under this QASP.

Contract Task # 1

Performance Requirement –

Performance Standard -

Method of Measurement –

Performance Metrics –

Performance Incentives –

5.8. DOCUMENTATION

The COR, in addition to providing documentation to the Contracting Officer, maintain a complete Quality Assurance file. The file will contain copies of all reports, evaluations, recommendations, and any actions related to the Government's performance of the quality assurance function, including the originals of all Surveillance Activity Checklists. All such records will be retained for the life of this contract. The Project Officer shall forward these records to the Contracting Officer at termination or completion of the contract.

5.9. ATTACHMENTS

Attachment A – Surveillance Assurance Surveillance Plan

Attachment B – Quality Assurance Surveillance Checklist

Surveillance Activity Checklist

6.0 Quality Assurance Surveillance Plan

(Attachment A)

Performance Service	Standard	Maximum Allowable Degree of Deviation from Requirement (AQL)	Method of Surveillance	Deduction from Contract Price for Exceeding the AQL
Objective 1 Tasks detailed in PSWS.	Performance of Tasks shall be timely, complete, and accurate.	2%	Random Inspection	
Objective 2 Deliverables Detailed in deliverable table.	Reports shall be timely, complete, accurate, and submitted within 20 days of the event.	2%	Inspection and acceptance of reports.	A five percent deduction from invoice price for each report submitted 10 days past the due date.

(Attachment B)

[illegible]

The contract shall be performed at government facilities: DSCA and OSD/ISP Eurasia only when required for meetings and conferences. The contractor will perform work at local contractor facility to ensure availability to required meetings and events in the Washington arena (DSCA and Pentagon). In the US, the USG will not provide office space for contractors. The contractor will be required to travel to Albania and the USG will not provide office space. When travel occurs, the contractor shall be reimbursed at government Per Diem rates in accordance with DOD Joint Travel Regulations (JTR). Hardware, software, applications, and websites will be hosted and maintained at an agreed upon facility.

Contractor personnel are expected to conform to normal government operating hours, which are 0800-1700, Monday through Friday, excluding all Federal holidays.

The contractor's support for the base year of this PBWS will commence from the date of contract award plus six months.

6.4 TRAVEL AND TRAINING

6.5 TRAVEL

Actual expenses are limited by the DOD JTR and must be pre-approved by OSD/ISP/Eurasia before travel is accomplished.

PRIVACY AND SECURITY

6.5.1 CLEARANCES

The contractor shall possess a SECRET security clearances for the expressed purpose of computer and/or network access only. Privacy Act - Work on this project requires that personnel have access to Privacy Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 522a and applicable agency rules and regulations.

6.6 PERSONAL SERVICE

The client has determined that contract to satisfy this requirement is in the best interest of the government, economic and other factors considered, and this task order is not being used to procure personal services prohibited by the Federal Acquisition Regulation (FAR) Part 37.104 titled "personal services contract."

6.7 SPECIAL INSTRUCTIONS

6.8 GENERAL

All official documents and deliverables described in this SOW, and any subsequent amendments or modifications, shall be submitted in writing and electronically, on the prime contractor's letterhead.

6.9 PROGRESS REPORT

Progress reports must be submitted to DSCA COR and OSD/ISP/Eurasia no later than the 10th workday of every month. Progress reports must be submitted on the prime contractor's letterhead and be accompanied by a copy of that month's invoice, with written approval of the invoice by the DSCA COR. Failure to provide reports correctly will necessitate a resubmission by the contractor. The monthly Progress Report will include, but is not limited to: Contract number; brief task description; a narrative review of the work accomplished during the reporting period and/or significant events; deliverable process; problem areas; anticipated activity for the next reporting period; description of any travel or unique services provided; and a description of any incidental or other direct cost incurred during the period.

6.10 DELIVERY INSTRUCTIONS

All deliverables shall be delivered to the DSCA COR and OSD/ISP/Eurasia no later than the date specified in this PBWS. Deliverables are to be transmitted in hard copy and electronically, with a cover letter, on the prime contractor's letterhead, describing the contents.

6.11 INSPECTION AND ACCEPTANCE

In the absence of other agreements negotiated with respect to time provided for government review, deliverables will be inspected and the contractor notified of the DSCA COR's findings within 15 workdays of normally scheduled review. The DSCA COR will have the right to reject or require correction to any deliverables that do not meet the requirements of the PBWS or are found to be contrary to the information contained in the contractor's accepted proposal. In the event of a rejected deliverable, the DSCA COR will notify the contractor in writing as for the specific reasons why the deliverable has been rejected. The contractor will have 10 business days to correct the rejected deliverable and return it to the DSCA COR. Representatives of the government and the contractor will

meet telephonically at a time designated by the government on a quarterly basis to review performance: to inspect work for compliance with the PBWS, the associated contractor proposal, and to accept or reject deliverables completed since the previous review. Quarterly reviews will normally be held at the place of task performance. In the event that the Contractor is excused from attending any final review, formal acceptance or rejection of deliverables will be accomplished by mail.

6.12 PAYMENT SCHEDULE

Monthly invoices will be allowed and will be paid within 30 days of receipt. All payments will be tied to deliverables. Invoices will be submitted to COR for approval and certification prior to submitting to the corresponding DFAS office. The COR is responsible for submitting a DD 250 to certify all invoices.

Please submit invoices to the following addressee:

Defense Security Cooperation Agency (DSCA)
ATTN: Del Woods
201 12th Street South, Suite 203
Arlington, VA 22202-5408
Phone: (703) 601-3726
Fax: (703) 604-6539
Email: Del.Woods@dsc.mil

The invoice document shall include as a minimum, the following information in order to ensure proper payment:

Name and address of the contractor (legal and doing business as);
Cage Code number;
Invoice number and date;
Contract Number and/or Task Order Number;
Contract line items number(s) and/or sub line item number for; service/delivery rendered;
Period of Performance covered by invoice;
Name, title, and phone number of person to be notified in case of defective invoices.

INSTRUCTIONS FOR PAYMENT OFFICE:

Do not prorate payments on this contract. Invoices are to be paid per specific contract line item number (CLIN) and accounting classification reference number (ACRN) in order of allocation as cited by the contractor. A copy of the final paid invoice should be forwarded to the Issuing Office's address in block 9, SF 1449 or block 6, DD1155.

COR NAME AND ADDRESS:

Defense Security Cooperation Agency (DSCA)
ATTN: Del Woods
(703) 601-3726
201 12th Street, South, Ste 203
Arlington, VA 22202-5408.

Phone: (703) 601-3726
Fax: (703) 604-6539
Email: Del.Woods@dsc.mil

RESPONSES TO INDUSTRY QUESTION

This solicitation is hereby amended to respond to industry questions. All other terms and conditions remain unchanged.

QUESTION 1:

Please confirm the content and number of deliverables required for this effort. Is there one report: “A Review of the Defense and Military Reforms of the Republic of Albania” as outlined in task 1.2.4 that includes an assessment phase, a reform phase, and a recommendations phase or are there individual reports addressing each of these issues?

RESPONSE:

It is envisioned that one report with separate chapters be prepared.

QUESTION 2:

What are the contents of the “detailed country report” addressed in task 1.2.5 and is it different from the “A Review of the Defense and Military Reforms of the Republic of Albania” document? Does the “In-country Visit/Meeting/Assessment” in the deliverables section refer to this “detailed country report”?

RESPONSE:

No, the detailed country report is a separate chapter in the main report/review. The "detailed country report" is the same thing as the ""A Review of the Defense and Military Reforms of the Republic of Albania" document" The two terms are interchangeable.

QUESTION 3:

Is the implementation plan described in task 1.2.2 a separate document or is it part of the “Draft of Recommendations Report” noted in the deliverables section?

RESPONSE:

See response to question 2.

QUESTION 4:

Section 2.1 (Page 5) requires the contractor “complete draft of assessment phase report” within four weeks of start of work. What does the phase report entail? Is the phase report a planning document or a completed assessment? How does it differ from the implementation plan?

RESPONSE:

The draft of assessment phase report is viewed as a planning document. The implementation plan is a final part of the main report that is concerned with implementing the final recommendations.

QUESTION 5:

Is it acceptable to the Government if the offerors “analytical approach” sequences the tasks differently than the Performance Base Work Statement?

RESPONSE:

Varying contractor approaches to sequencing the tasks associated with the PBWS are acceptable.

QUESTION 6:

Does the Government have a preference on the number of analysts that should participate in the country visits?

RESPONSE:

No, see response to question 8.

QUESTION 7:

Will the contractors perform the planning and scheduling of meetings during the trips or will they participate in activities coordinated by the Sponsors?

RESPONSE:

The country team will plan the activities, and the contractor will participate as an active member in the planning and scheduling of each required meeting. The government will be the final decision authority for scheduling requirements related to this contract.

QUESTION 8:

What does the client anticipate is the level of effort in full-time equivalents (FTE)?

RESPONSE:

The Government envisions approximately 1500 labor hours for this effort.

QUESTION 9:

How many past performance questionnaires are required?

RESPONSE:

See Addendum 52.212-1.

QUESTION 10:

Page 19 of the RFP (Addendum to FAR 51.212-1, Instructions to Offerors-Commercial Items), Volume 4 (Contracting/Pricing), and Section 1 requires a pricing volume "filled in for the base year (one year) and all option years (two one-year options). Please confirm that the client would like a cost volume that includes option years and, if so, how many.

RESPONSE:

There are no option periods in the RFP.

QUESTION 11:

Does the 50-page limit include project team resumes?

RESPONSE:

Project Team resumes are not included in the 50-page proposal page limit.

QUESTION 12:

Sections 4.1.3 and 4.1.4 refer to the place of performance as being at “both Government facilities.” Does the Government expect place of performance to be all Government-site, split between Government-site and contractor-site, or all contractor-site? In case of all or partially Government-site, does “both Government facilities” refer to DSCA and OSD/ISP/Eurasia?

RESPONSE:

Work is to be performed at government facilities: DSCA and OSD/ISP/Eurasia only when required for meetings and conferences. The contractor will perform work at local contractor facility to ensure availability to required meetings and events in the Washington area (DSCA and Pentagon). In the US, the USG will not provide office space for contractors and offerors should fashion their RFP to reflect this. The contractor will be required to travel to Albania and the USG will not provide office space in Albania.

QUESTION 13:

Is the Government’s intent to award a GSA contract for this effort or is that just one option of contract vehicles?

RESPONSE:

No, this solicitation is full and open.

QUESTION 14:

The scope of work states: “Within four-and-one half months of contract [a]ward, the contractor will complete the final report and deliver it to OSD (Task 7). The PWS also states, “4.2 Period of Performance, the period of performance is date of award through six (6) month.” What is your intent? Is this because work may not start immediately upon award of the contract?

RESPONSE:

The USG intent is to complete the analysis portion of the requirements and prepare the draft final report 4.5 months after contract award. It is expected that additional meetings and changes to the analyses will be required. The remaining 1.5 months of effort is planned for updates to analysis ground rules and assumptions, updates to findings and conclusions, and recommendations.

QUESTION 15:

The contract shall be performed at both Government facilities. When travel occurs, the contractor shall be reimbursed at Government Per Diem rates in accordance with the JTR. Hardware, software, applications and websites will be hosted and maintained at an agreed upon facility. What is meant by “the contract shall be performed at both Government facilities”? Have two Government sites been identified or are they TBD? Will an office be provided in or near the Pentagon? In Albania will work be conducted out of the US Embassy or will an office be provided in town?

RESPONSE:

The intent with this statement is to inform the contractor that work will be performed on an occasional basis at DSCA and /or OSD (ISP), and overseas locations as required. Contractors should price their proposals based on the assumption that the Government will NOT provide office space for their use in Albania or in the Washington Arena (DSCA or Pentagon).

QUESTION 16:

What is your definition of country team? Is it the Embassy “country team” personnel in Albania? Or do you have a broader definition for that team to include OSD and EUCOM personnel?

RESPONSE: Yes, country team means the Embassy country team personnel in Albania.

QUESTION 17:

Is the contractor expected to plan for and cost interpreter and translation support for this project? Will interpreters be made available in Albania for discussions with senior Albanian leaders?

RESPONSE:

The contractor will not need to provide translation or interpretation services to execute this contract. Either Albanian or U.S. Government personnel will provide any necessary translation and interpretation services.

QUESTION 18:

Will transportation be provided to Albania?

RESPONSE:

No, transportation costs to Albania should be calculated in the costs of the contract. Lodging costs in Albania should be part of the offeror's estimate. Transportation in Albania will be provided by the USDAO/SAO.

QUESTION 19:

I am tracking “Defense and Military Reforms of the Republic of Albania,” solicitation #08-R-0003 from a recent FedBizOps posting. Is this a new requirement for DSCA? Is there an incumbent who previously fulfilled this requirement? If so, can you please provide the contractor’s name, contract value, type and performance dates? I would appreciate any information you were at liberty to provide. Also, is there an estimated value for this opportunity?

RESPONSE:

This is a new requirement, there is no incumbent and the Government does not release the Independent Government Cost Estimate (IGCE) to industry.

QUESTION 20:

Is the Government anticipating that this procurement (HQ0013-06-R-0003) will be over the simple acquisition threshold of \$500,000? If not, please delete the requirement for a Small Business Plan, as it is not required per FAR 19.702.

RESPONSE:

See the response to question 19 relating to release of the IGCE. Requirements for small business subcontracting plans are set out in the RFP and in FAR 19.702 and 19.704.

QUESTION 21:

Para 1.2.2 and 1.2.3 state that the “contractor will develop an implementation plan...” “the contractor shall provide recommendations...” “the contractor shall assess...” the “contractor shall evaluate.” Is the majority of the work envisioned as independent analysis and evaluation by the contractor team (which implies a large level of effort) or is the contractor role envisioned as supporting the OSD/EUCOM team (which implies a smaller level of effort)?

RESPONSE:

Contractors will develop and present an analytical framework for this effort. OSD/EUCOM team will accumulate / document data and information with contractor developed survey questions for each site visit. Contractor will accomplish authoring/editing of the "Review" with oversight from OSD. Proposals should demonstrate offerors' abilities to accomplish all of the work described in the PWS.

QUESTION 22:

Para 1.2.4 states that “the contractor will travel with the OSD/EUCOM team...” Is this envisioned as one trip of 2 plus weeks duration as implied in Para 2.1 (“Project team will remain for a further two weeks for more detailed “on-the-ground” analysis) or several trips? Will the contractor meet with the EUCOM team in Germany before visiting Albania? If so, how many days would the EUCOM portion of the trip be?

RESPONSE:

The proposals will need to estimate the trips and amount of time required to accomplish the analysis portion of project. It can be assumed that there will be meetings and informal communications with EUCOM and Office of Defense Cooperation embassy personnel on a regular basis. No travel to EUCOM offices in Germany is required. Planning estimates are as follows: 1st trip to Albania - 2.5 weeks. .5 weeks with OSD team, 2 weeks for in country - more detailed analysis and meetings led by Office of Defense Cooperation. 2nd trip - 2-3 days for review/edit session with MOD/ and Services.

QUESTION 23:

Para 2.1, section “Within one week of the start of work.” Are the existing assessments centrally located in the Washington area; are they hard copy or electronic files? How many existing assessments and how much background material will be provided for review? Can the relevant documents be moved to the contractor’s classified material stowage area for ease of review?

RESPONSE:

All previous assessments for Albania will be provided as Government Furnished Information (GFI) to the contractor. The contractor may need to protect this information if it is classified in nature. Most of this information in the DC area is Hard Copy. There is one assessment and some other background information to be provided. The extent of the background information will encompass Albania's defense reform efforts in the past 4-5 years. USG encourages the contractor to take possession of the documents, however USG will ask for some to be returned upon the completion of the contract. Contractor will be required to be able to store material up to a SECRET classification.

QUESTION 24:

Para 2.1, section “Within two months of start of work” The undefined term “project team” is used here for the first time. Is “project team” the same as “contractor” used in all other similar paragraphs?

RESPONSE:

Each team will be tailored to accomplish required work as described in the PWS. The project teams will be assembled from personnel at EUCOM, OSD (ISP), DSCA, contractor, and Office of Defense Cooperation at the embassy.

QUESTION 25:

Para 2.1, section “Within four months of start of work” What is the expected duration of this second trip? Will the team meet at EUCOM in Germany before traveling to Albania? If the team meets in EUCOM, how many days should be planned in each location?

RESPONSE:

The proposals will need to estimate the trips and amount of time required to accomplish the analysis portion of project. It can be assumed that there will be meetings and informal communications with EUCOM and Office of Defense Cooperation embassy personnel on a regular basis. No travel to EUCOM office in Germany will be required. Planning estimates are as follows:

1st trip to Albania - 2.5 weeks. .5 weeks with OSD team, 2 weeks for in country - more detailed analysis and meetings led by Office of Defense Cooperation. 2nd trip - 2-3 days for review/edit session with MOD/ and Services.

QUESTION 26:

Para 4.1.3 states, “The contract shall be performed at both government facilities.” Does “both” refer to US and Albanian facilities? Does the contract team have the option of working at its own offices in the Washington area?

RESPONSE:

The majority of the work requirements associated with the contract will be accomplished at the contractor’s facility. When necessary, contractor will visit OSD (ISP), DSCA, and other government facilities to perform analyses, coordinate program, and provide information. Work will be performed on an occasional basis at DSCA and /or OSD (ISP), and oversees locations as required. Contractors should price their proposals based on the assumption that the Government will NOT provide office space for their use in Albania or in the Washington Arena (DSCA or Pentagon).

QUESTION 27:

CLIN 0004 seems to leave the contractor off the first in-country evaluation trip called out by Para 1.2.4 and Para 2.1 section “within two months of start of work,” unless the term “project team includes the contractor.” (See comment 4 above). Does this CLIN properly describe the work as currently written?

RESPONSE:

All CLINs have been revised. The intent of the PWS is to have the contractor participate in every Albanian assessment activity.

QUESTION 28:

CLIN 0004 is not worded the same as CLIN 0006, which also discusses travel. CLIN 0004 is described as FFP whereas CLIN 0006 is described as COST. CLIN 0004 uses the undefined term “project team.” Should CLIN 0004 be worded the same as CLIN 0006 in that the traveling team includes the contractors and that travel is reimbursable?

RESPONSE:

See response #27. Contractors shall price all travel under CLIN 5.

QUESTION 29:

CLINs 0004 and 0006 actually have two components: travel and labor. If travel is billed separately and reimbursed by the government IAW JTR rates, these CLINs should actually be FFP estimates. Request guidance on how to price CLINS 0004 and 0006.

RESPONSE:

See response #27.

QUESTION 30:

Travel: Para 4.5.1 and CLINs 0004/0006. Is travel expenses part of the contractor's bid or will the government outside the contractor's bid pay actual travel expenses? Will contractor personnel be able to travel at the government rate? Will government transportation be provided for contractor personnel on the traveling team inside Albania and Germany (if stops at EUCOM are required)?

RESPONSE:

Yes, travel is part of the contractors proposal, No contractors are not allowed to travel at Government rate and yes, transportation will be provided for contractor personnel on the traveling team inside Albania. There will be no travel in Germany.

QUESTION 31:

Pg 19, Volume 4, Para 1, discusses base year and two-one year options. Is this applicable to this solicitation? Will travel be exactly the same as for the base year? Or, are other potential NATO members (e.g. Croatia and the former Yugoslav Republic of Macedonia) envisioned to be addressed in the option years? If Croatia and former Yugoslav Republic of Macedonia will be addressed in the options years, won't this require a separate costing?

RESPONSE:

See Response #10.

QUESTION 32:

Are there other companies (if so, how many) submitting questions for this solicitation and will all competitors be privy to the answers of all accumulated questions?

RESPONSE:

Yes.

QUESTION 33:

Will the Government provide translation services while in country?

RESPONSE:

The contractor will not need to provide translation or interpretation services to execute this contract. Either Albanian or US government personnel will provide translation services.

QUESTION 34:

Page 19 of 41, Volume 4 – Contracting and Pricing. The POP states this is a 6 month effort, however, the language in item 1 requests that the pricing sheet / schedule B, Attachment 1 be filled in for the base year (one year) and all

option years (two-one year options). Could you please clarify if there is follow-on work that requires us to price for a full 12-month period and subsequent option years?

RESPONSE:

See response to question 31. This is a new requirement.

QUESTION 35:

Is there an incumbent performing this type of work for ISP/OSD Eurasia or DSCA? If so who is it?

RESPONSE:

No.

QUESTION 36:

Is there a company performing work so similar for ISP/OSD Eurasia that for all intents and purposes it could be considered to be an incumbent? If so who is it?

RESPONSE:

No.

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The required response date/time has changed from 10-Feb-2006 10:00 AM to 21-Feb-2006 09:00 AM.

SUPPLIES OR SERVICES AND PRICES

CLIN 0001

The CLIN description has changed from Contractor shall provide a monthly to Contractor shall provide a progress.

The CLIN extended description has changed from progress, status and management report that shall include a brief summary of all tasks accomplished, work planned for the next month, problems encountered, number of hours worked and a final report briefing. The Government and Contractor will jointly decide on the dates. to report. See Performance Objective 1 of the PWS..

CLIN 0002

The CLIN description has changed from Contractor shall complete a review to Contractor shall provide.

The CLIN extended description has changed from of existing assessments of the Albanian defense structure and background materials of on-going bilateral and NATO defense assistance programs in Albania. The contractor will outline requirements for information for EUCOM. (Within one week of the start of the period of performance) to a draft assessment phase report. See performance objective 1 in the PWS..

The pricing detail quantity has increased by 2.00 from 1.00 to 3.00.

CLIN 0003

The CLIN description has changed from Contractor shall complete draft to Contractor shall.

The CLIN extended description has changed from of assessment phase report and provide it to the DSCA COR one week prior to the in-country review and edit meeting with Albanian officials. (Within 4 weeks of start of period of performance). to provide In-Country Visits/Meetings/Assessment and Review/Edit Meetings in Albania. See Performance Objective 1 in the PWS. (Deliverables: 2 Drafts and 1Final)..

The pricing detail quantity has increased by 2.00 from 1.00 to 3.00.

CLIN 0004

The CLIN description has changed from Contractor shall conduct preliminary to Contractor shall provide.

The CLIN extended description has changed from consultations. Project team will remain for an additional two weeks for more detailed "on-the-ground" analysis. (Within two months of start of period of performance). to Draft of recommendations report and final report. See performance objective 1 in PWS. (2 Drafts and 1 Final).

The pricing detail quantity has decreased by 2.00 from 6.00 to 4.00.

The unit of issue has changed from Each Per Month to Each.

CLIN 0005

The CLIN description has changed from Contractor shall complete to Travel.

The CLIN extended description has changed from draft of recommendations and reform phase of report and provide to DSCA COR four weeks prior to in-country review and edit meeting with Albanian Officials. (Within three months of start of period of performance). to Contractors shall price all travel under this CLIN.

The pricing detail quantity has increased by 5.00 from 1.00 to 6.00.

The unit of issue has changed from Each to Months.

CLIN 0006

The contract type has changed from COST to FFP.

The CLIN description has changed from Contractor shall to THIS CLIN IS DELETED.

The CLIN extended description travel to Albania with the OSD/EUCOM team to review and edit meetings

with Albanian officials. Travel will be in accordance with the Joint Travel Regulation (JTR) and prior approval from the COR must be granted before any travel takes place. has been deleted.

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006			Each Per Month		

THIS CLIN IS DELETED
FFP
FOB: Destination

NET AMT

CLIN 0007

The CLIN description has changed from Contractor shall complete to THIS CLIN IS DELETED.

The CLIN extended description the final report and deliver it to DSCA COR. (Within 4 and one-half months of start of period of performance). has been deleted.

The pricing detail quantity has decreased by 1.00 from 1.00 to 0.00.

CLIN 0008

The CLIN description has changed from Other Direct Cost (ODC) to THIS CLIN IS DELETED.

The CLIN extended description directly associated with this procurement. All other direct cost require supporting documentation and approval of cost from the Contracting Officer. has been deleted.

DELIVERIES AND PERFORMANCE

The following Delivery Schedule item for CLIN 0002 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
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POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013
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The following Delivery Schedule item for CLIN 0003 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

The following Delivery Schedule item for CLIN 0004 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

The following Delivery Schedule item for CLIN 0005 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

The following Delivery Schedule item for CLIN 0007 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
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POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013
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To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-FEB-2006 TO 20-AUG-2006	N/A	DEFENSE SECURITY COOPERATION AGENCY-OPS MR TIM KELLY WARSAW INITATIVE FUND (WIF) 201 12TH STREET SUITE 203 ARLINGTON VA 22202-5408 (703) 601-3830 FOB: Destination	HQ0013

The following have been modified:

PAST PERFORMANCE SURVEY

PAST PERFORMANCE QUESTIONNAIRE

HQ0013-06-R-0003

Review of the Defense and Military Reforms of the Republic of Albania

**DUE: BY THE CLOSING DATE AND TIME AS
ADVERTISED ON THE FRONT OF THE SF 1449
9:00 February 21, 2006**

(Note: Complete questionnaire and fax to Toye Latimore @ 703-602-1671, no cover sheet required)

I. Evaluation of Offeror:

Company/Division Providing Services: _____

Address: _____

Description of Services Provided: _____

Contract Number: _____ Dollar Value (Annual): _____

Performance Period: _____ Performance Location: _____

Type of Contract:

Check One:
Fixed Price _____ Cost Reimbursement _____ Other (Please Specify) _____

Check One:
Negotiated _____ Sealed Bid _____ Competitive _____ Non-Competitive _____

Basis of Payment:
Commodity _____ Labor/Equipment Hours _____ Other (specify) _____

Type & Extent of Subcontracting: _____

II. Evaluated by:

Company/Organization/Address: _____

Name & Title: _____

Signature: _____ Date: _____

Telephone: _____ FAX: _____

III. Evaluation:

Please answer questions 1 through 15 using the following criteria. Circle only one response per question. For elements rated "unsatisfactory", please comment on the specific problem(s) or performance failure(s) that prompted this rating.

4 - Exceptional: Performance met and exceeded many of the contractual requirements to the organization's benefit. The contractual performance of the element being evaluated was accomplished with few minor problems for which corrective actions were highly effective.

3 - Very Good: Performance met and exceeded some to the contractual requirements to the organization's benefit. The contractual performance of the element being evaluated was accomplished with some minor problems for which corrective actions were effective.

2 - Satisfactory: Performance met contractual requirements. The contractual performance of the element being evaluated was accomplished with some minor problems for which corrective actions were satisfactory.

1 - Marginal: Performance barely met contractual requirements. The contractual performance of the element being evaluated reflects a serious problem for which corrective actions have not yet been identified, appear only marginally effective or were not fully implemented.

0 - Unsatisfactory: Performance did not meet some contractual requirement and recovery is not likely in a timely manner. The contractual performance of the element being evaluated reflects serious problems for which corrective actions were ineffective.

N/A: Not Applicable or not observed.

1. Evaluate the contractor's overall commitment to quality performance and customer satisfaction.

4 3 2 1 0 N/A

Comment:

2. Evaluate the contractor's overall technical competence.

4 3 2 1 0 N/A

Comment:

3. Evaluate the contractor's cooperation and willingness to work as a team (with your personnel, other contractors, etc.).

4 3 2 1 0 N/A

Comment:

4. Evaluate the contractor's compliance with contractual requirements.

4 3 2 1 0 N/A

Comment:

5. Evaluate the contractor's responsiveness to contract, program and/or schedule changes.

4 3 2 1 0 N/A

Comment:

6. Evaluate the effectiveness of the contractor's overall quality control procedures.

4 3 2 1 0 N/A

Comment:

7. Evaluate the effectiveness of the contractor's safety program or efforts.

4 3 2 1 0 N/A

Comment:

8. Evaluate the effectiveness of the contractor's on-site management and supervision.

4 3 2 1 0 N/A

Comment:

9. Evaluate the contractor's ability to overcome technical problems, labor issues, and/or other performance difficulties.

4 3 2 1 0 N/A

Comment:

10. Evaluate the contractor's ability to plan and conduct operations in the most cost effective manner.

4 3 2 1 0 N/A

Comment:

11. Evaluate the contractor's ability to adhere to schedules and complete work on time.

4 3 2 1 0 N/A

Comment:

12. Evaluate the quality and stability of the contractor's workforce.

4 3 2 1 0 N/A

Comment:

13. Evaluate the availability, adequacy and suitability of the contractor's staffing for the work required.

4 3 2 1 0 N/A

Comment:

14. Evaluate the availability, adequacy and suitability of the contractor's gear and equipment for the work required.

4 3 2 1 0 N/A

Comment:

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (JAN 2005)

ADDENDUM TO FAR 52.212-1 INSTRUCTION TO OFFERORS - - COMMERCIAL ITEMS (OCTOBER 2000)

1. The Defense Security Cooperation Agency (DSCA), is releasing this solicitation electronically only. This on-line version of the Request for Proposal (RFP) is the official version for this acquisition. In cases of conflict between the electronic (on-line) version of this RFP and any downloaded version of the RFP, the on-line RFP prevails. No hard copy of this solicitation will be issued. Offerors are encouraged to check the Federal Business Opportunities (FEDBIZOPS) website at <http://www.fedbizops.gov> for any amendments to this solicitation as well as the DSCA website. Amendments, if any, will be posted at the DSCA website. All updated information pertaining to this solicitation will be listed.

2. Questions - The initial cut-off date for all questions is February 3, 2006 at 0900 A.M. EST. Request that all offerors email all questions to the following individuals. ALL QUESTIONS MUST BE IN WRITING and submitted to the Contracting Officer and the COR. Any question received after 9:00 A.M. EST will not be answered.

Toye.Latimore@dsc.mil and Tim.Kelly@dsc.mil

3. Responses to all questions will be in the form of an amendment and posted on the DSCA website and notified of posting via Fedbizops.

4. No responses to questions posed via telephone will be answered. All questions must be in writing.

5. Each offeror must submit a copy of their representation and certification. NO EXCEPTIONS.

6. Offerors may deliver all proposals to the following address:

Defense Security Cooperation Agency (DSCA)
201 12th Street, South, Ste 203
Attn: Toye Latimore
Arlington, VA 22202
(703) 601-3848

7. All proposals are limited to 50 pages, not including past performance information/surveys.

NO ELECTRONIC OR FAX COPIES OF PROPOSALS WILL BE ACCEPTED.

1. Addendum to Paragraph (b) Submission of offers. In addition to those requirements as stated in paragraph (b), the following are added and shall apply to the submission requirements in response to this solicitation:

(1) Proposal Format - All offerors must submit written proposal materials as described below and in the quantities of each volume as stated. In addition, the Offeror should also provide an electronic version of its proposal on Microsoft Windows-compatible 3.5-inch 1.4 MB diskette(s) or 650 MB CD-Rom (CD-R) in Microsoft Windows XP and Excel format or latest version. Any pricing information will be on separate disk(s) from the technical information. In the case of a conflict between the electronic and the hard copy, the hard copy will be considered the correct version.

Volume 1 – Relevant Experience: (Submit 1 original & 5 copies) - The standard is met when the offeror demonstrates the following:

1. The ability to evaluate Defense Reform efforts.
2. The ability to assess countries located the Balkans region of its ability to secure air, land, and sea territories and to prevent, deter, and defend against transit of Weapons of Mass Destruction, conventional weapons, and terrorists via land, air, and sea.
3. The ability to review current U.S. resources and programs to ensure security cooperation is aligned with USG priorities and provide recommendations to current security cooperation program.
4. The ability to meet the Government's requirements.

Relevant Experience will be evaluated against the criteria listed under Evaluation Factors in the addendum to FAR 52.212-2, Evaluation, and Commercial Items.

Volume 2: Past Performance: Past performance information will be obtained from references over the last three (3) years provided by the offeror who completed the Past Performance Questionnaire and from other sources known to the Government or learned of in the course of the evaluation. An offeror who has no relevant past performance history for a particular sub-factor will not be evaluated favorably or unfavorably (i.e. will be given a neutral rating for that factor.) Each offeror will be evaluated on performance under existing and prior contracts for similar services. Performance information will be used for both responsibility determinations and as an evaluation factor. The Government will focus on information that demonstrates quality of performance relative to the size and complexity of the contract under consideration.

The Government may contact the references provided in the offer, former customers, etc. to enquire about past performance to include, but not limited to, its reputation for conforming to terms and conditions, for accurately estimating and controlling costs, for adherence to contract schedules (including the administrative aspects of performance); for reasonable and cooperative behavior, and commitment to customer satisfaction. The Government may contact references other than those identified by the offeror. The following are sub-factors:

(1) Sub-Factor A, Quality of Service: Will be evaluated for the offeror's record of conforming to specifications and providing quality services.

(2) Sub-Factor B, Timeliness of Performance: Will be evaluated for the offeror's ability to meet contractual performance schedules.

(3) Sub-Factor C, Business Practices/Customer Satisfaction: Will be evaluated for the Conduciveness of offeror's business practices to ensure a cooperative and frictionless relationship with its customers.

ALL PAST PERFORMANCE SURVEYS MUST BE FAXED TO: Toye Latimore, Contracting Officer, FAX: (703) 602-1671, ONLY. All Past Performance Surveys must be received by the closing date and time of this solicitation. NO EXCEPTIONS will be granted.

Volume 3: Subcontracting Plan – (Submit 1 original and 5 copies)-The offeror must submit their Subcontracting Plan in accordance with FAR 19.704.

Volume 4 – Contracting/Pricing (Submit 1 original and 5 copies)

1. The Contracting/Pricing Volume shall consist of the OFFER (the solicitation document as completed and signed to include, as a minimum, the pricing sheet /schedule B, Attachment 1, filled in for the base year (one year) and all option years (two-one year options) and all certifications required. The offerors are cautioned that no reference to proposed price(s) shall be made in any other volumes but volume I. Offerors shall comply with all requirements of the proposal submission instructions. Deviations shall be fully explained; however, inclusion of price/cost in documents other than the Price Proposal is not an acceptable deviation.

2. Proposal preparation costs – This Request for Proposal does not commit the Government to pay any costs incurred in the preparation and submission of your proposal or in making any necessary studies for the preparation thereof, or for any visit the Contracting officer may request for the purpose of clarification of the proposal or for preparation of negotiations. By the submission of its offer, the offeror assumes all cost associated.

3. Addendum to Paragraph (c) Period for acceptance of offers: This paragraph (c) is changed to read as follows: The Offeror agrees to hold the prices in its offer firm for 120 calendar days from the date specified for receipt of offers, unless another time period is specified in an amendment to the solicitation.

4. Addendum to Paragraph (e) Multiple offers. This paragraph (e) is changed to read as follows: Multiple offers presenting alternative terms and conditions will not be accepted.

5. Addendum to Paragraph (h) multiple awards. This paragraph (h) is changed to read as follows: The Government may accept any item or group of items of an offer. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--

(1) The solicitation number;

- (2) The time specified in the solicitation for receipt of offers;
 - (3) The name, address, and telephone number of the offeror;
 - (4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
 - (5) Terms of any express warranty;
 - (6) Price and any discount terms;
 - (7) "Remit to" address, if different than mailing address;
 - (8) A completed copy of the representations and certifications at FAR 52.212-3 (see FAR 52.212-3(j) for those representations and certifications that the offeror shall complete electronically);
 - (9) Acknowledgment of Solicitation Amendments;
 - (10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and
 - (11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.
- (c) Period for acceptance of offers. The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.
- (d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.
- (e) Multiple offers. Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.
- (f) Late submissions, modifications, revisions, and withdrawals of offers:
- (1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.
 - (2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--
- (A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or

(B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(C) If this solicitation is a request for proposals, it was the only proposal received.

(ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identity of the person requesting withdrawal is established and the person signs a receipt for the offer.

(g) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) Multiple awards. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(i) Availability of requirements documents cited in the solicitation. (1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--GSA Federal Supply Service Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) The DoD Index of Specifications and Standards (DoDISS) and documents listed in it may be obtained from the--Department of Defense Single Stock Point (DoDSSP), Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(i) Automatic distribution may be obtained on a subscription basis.

(ii) Order forms, pricing information, and customer support information may be obtained--

(A) By telephone at (215) 697-2667/2179; or

(B) Through the DoDSSP Internet site at <http://dodssp.daps.mil>.

(3) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.

(j) Data Universal Numbering System (DUNS) Number. (Applies to all offers exceeding \$25,000, and offers of \$25,000 or less if the solicitation requires the Contractor to be registered in the Central Contractor Registration (CCR) database. The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS +4" followed by the DUNS or DUNS +4 number that identifies the offeror's name and address. The DUNS +4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see FAR Subpart 32.11) for the same parent concern. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. An offeror within the United States may contact Dun and Bradstreet by calling 1-866-705-5711 or via the internet at <http://www.dnb.com>. An offeror located outside the United States must contact the local Dun and Bradstreet office for a DUNS number.

(k) Central Contractor Registration. Unless exempted by an addendum to this solicitation, by submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the CCR database prior to award, during performance and through final payment of any contract resulting from this solicitation. If the Offeror does not become registered in the CCR database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror. Offerors may obtain information on registration and annual confirmation requirements via the Internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.

(l) Debriefing. If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:

- (1) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.
- (2) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.
- (3) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.
- (4) A summary of the rationale for award;
- (5) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.
- (6) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

(End of provision)

52.212-2 EVALUATION--COMMERCIAL ITEMS (JAN 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

1. Relevant Experience
2. Past Performance
3. Subcontracting Plan
4. Price

Relative Order of Importance:

Relevant experience is the most important factor in the overall evaluation. Past performance is less important than relevant experience. Cost is not adjectivally rated but reviewed for price reasonableness. Subcontracting plans are rated on a pass/fail basis. When combined all non-priced factors are significantly more important than price.

Factor 1, Relevant Experience: Describe your knowledge and understanding of the requirement(s) as outlined in the PBWS. Relevant experience must identify the methodology and analytical techniques you shall use to fulfill the technical requirements. The relevant experience should clearly describe the following:

Sub-Factor A: The ability to evaluate Defense Reform efforts

Sub-Factor B: The ability to assess countries located in the Balkans region of its ability to secure air, land, and sea territories and to prevent, deter, and defend against transit of Weapons of Mass Destruction, conventional weapons, and terrorists via land, air, and sea.

Sub-Factor C: The ability to review current U.S. resources and programs to ensure security cooperation is aligned with USG priorities and provide recommendations to current security cooperation program.

Sub-Factor D: The ability to meet the Government's requirements.

All subfactors for relevant experience will be of equal importance.

Factor 2, Past Performance: Past performance information will be obtained from references provided by the offeror who completed the Past Performance Questionnaire and from other sources known to the Government or learned of in the course of the evaluation. An offeror who has no relevant past performance history for a particular sub-factor will not be evaluated favorably or unfavorably (i.e. will be given a neutral rating for that factor.) Each offeror will be evaluated on performance under existing and prior contracts for similar services. Performance information will be used for both responsibility determinations and as an evaluation factor. The Government will focus on information that demonstrates quality of performance relative to the size and complexity of the contract under consideration.

The Government may contact the references provided in the offer, former customers, etc. to enquire about past performance to include, but not limited to, its reputation for conforming to terms and conditions, for accurately estimating and controlling costs, for adherence to contract schedules (including the administrative aspects of performance); for reasonable and cooperative behavior, and commitment to customer satisfaction. The Government may contact references other than those identified by the offeror. The following are sub-factors:

(1) Sub-Factor A, Quality of Service: Will be evaluated for the offeror's record of conforming to specifications and providing quality services.

(2) Sub-Factor B, Timeliness of Performance: Will be evaluated for the offeror's ability to meet contractual performance schedules.

(3) Sub-Factor C, Business Practices/Customer Satisfaction: Will be evaluated for the Conduciveness of offeror's business practices to ensure a cooperative and frictionless relationship with its customers.

All subfactors for past performance will be of equal importance.

Factor 3, Subcontracting Plan: The subcontracting goals established for DSCA Contracts are listed by percentage as listed below. The percentages are based on the dollar value of services performed in the United States, Puerto Rico and any U.S. territory.

Subcontracting Goals

Small Business *	23%
Small Disadvantage Business	5.7%
Women-Owned Small Business	5%
HUB Zones Small Business	3%
Service-Disabled Veteran-Owned Small Business	3%

*Categories listed under Small Business are included in the 23% goal (subset)

The Government will evaluate sub-contracting plans to ensure its compliance with the requirements of FAR 19.704. Past performance of contractor's goals and plans may also be evaluated for compliance. ALL SUBCONTRACTING PLANS WILL BE RATED ON A PASS/FAIL BASIS.

Factor 4, Price: The price for each CLIN will be evaluated separately. Price will be evaluated for price reasonableness in accordance with FAR 15.305(a)(1) based on the total proposed price for the base period of performance and all option periods together. The determination that the total price is reasonable will be made by a comparison of other offers received. If only one offer is received, the determination may be based on a comparison to the IGCE or by any other reasonable basis.

Ratings for Factors:

ADJECTIVAL DESCRIPTION FOR Risk

Low Risk: Any proposal weaknesses have little potential to cause disruption of schedule, increase in cost, or degradation of performance. Normal contractor effort and normal Government monitoring will probably minimize any difficulties.

Moderate Risk: Approach has weaknesses that can potentially cause some disruption of schedule, increase in cost, or degradation of performance. However, special contractor emphasis and close Government monitoring will probably minimize difficulties.

High Risk: Approach has weaknesses that have the potential to cause serious disruption of schedule, increase in cost, or degradation of performance even with special contractor emphasis and close Government monitoring

ADJECTIVAL DESCRIPTION FOR EVALUATION FACTORS:

Excellent: Proposal demonstrates excellent understanding of requirements and approach that significantly exceeds performance or capability standards. Has exceptional strengths that will significantly benefit the Government.

Good: demonstrates good understanding of requirements and approach that exceeds performance or capability standards. Has one or more strengths that will benefit the Government.

Satisfactory: Proposal demonstrates acceptable understanding of requirements and approach that meets performance or capability standards. Acceptable solution. Few or no strengths.

Unsatisfactory: Fails to meet performance or capability standards. Requirements can only be met with major changes to the proposal.

DEFINITIONS OF KEY EVALUATION TERMS

Deficiency -- A material failure of a proposal to meet a Government requirement or a

combination of significant weaknesses in a proposal that increases the risk of unsuccessful contract performance to an unacceptable level. Examples of deficiencies include a statement by the offeror that it cannot or will not meet a requirement, an approach that clearly does not meet a requirement, or omission of data required to assess compliance with the requirement.

Strength – An aspect of a proposal that appreciably decreases the risk of unsuccessful contract performance or that represents a significant benefit to the Government.

Weakness – A flaw in the proposal that increases the risk of unsuccessful contract performance. A “significant weakness” in the proposal is a flaw that appreciably increases the risk of unsuccessful contract performance.

Uncertainty -- Any aspect of the proposal for which the intent of the offeror is unclear because there may be more than one way to interpret the offer or because inconsistencies in the offer indicate that there may be an error, omission or mistake. Examples include a mistake in calculation or measurement and contradictory statements.

(b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of clause)

The following have been deleted:

PERFORMANCE WORK STATEMENT

(End of Summary of Changes)